



## U. S. President's Emergency Plan For Aids Relief (PEPFAR) Political and Economic (PE) Section PEPFAR Small Grants Program

### Factsheet

#### 1. Program Overview

As part of the President's Emergency Plan for AIDS Relief (PEPFAR), the United States Embassy in Maputo, PE Section administers the PEPFAR Small Grants Program that supports HIV and AIDS related activities for a 12-month period. Programs/activities focus on **Care and Support Services for Orphans and Vulnerable Children; Prevention of HIV for Priority Populations and Adult Care and Support (community).**

#### 2. Purpose of the PEPFAR Small Grants Program (PSGP)

As part of this national response, the PSGP seeks to support grassroots, community-run projects throughout Mozambique. The Program focuses specifically on community participation in the fight against HIV through creative, innovative and culturally appropriate community project interventions.

#### 3. Program Areas

PEPFAR Small Grants Program funds should be allocated towards **stigma and discrimination, democracy and governance (as related to the national HIV response), HIV prevention, Orphaned and Vulnerable Children and Community Care and Support, and capacity building.** They should **not** be used for direct costs of treatment.

#### 4. Who can apply?

The Small Grants Program welcomes proposals from registered Community-based Organizations (CBOs), Faith-based Organizations (FBOs), and Non-Governmental Organizations (NGOs) that work directly with communities.

Awardees must reflect an emphasis on community-based groups, faith-based groups and groups of People Living with HIV/AIDS, and should:

- Demonstrate some level of experience in the area of HIV/AIDS;
- Evidence of Institutional capacity (internal procedures, human resources, experience, etc.)
- Accountability and capacity to implement and manage projects;
- Should not be a current recipient of PEPFAR funding;

**Should not promote abortion as a method of family planning;**

#### 5. Review and Selection Process

The PEPFAR Small Grants Office will conduct a preliminary review of all applications to determine completeness. Those that are deemed complete will then be sent to the Grants Review Committee which will evaluate all eligible/complete applications.

After the preliminary selection process, the Small Grants Team will conduct pre-award site visits to evaluate the institutional capacity of the applicants.

The PEPFAR Small Grants Program **cannot** provide money for regular salaries,

religious instruction, major construction, research, abortion as a method for family planning, purchase vehicles

## 6. Application Guide

The proposal may be submitted in either English or Portuguese and all pages should be numbered. Usually, the proposal should **not exceed ten pages** and must be accompanied by a **one-page summary** that includes the following information: 1) Name of the project and organization; 2) and its geographic coverage including implementing sites information; 3) key objectives; 4) target group; 5) primary activities; 6) expected results of the project; 7) amount of funding requested and 8) name and contact information of project coordinator.

## 7. Funding and Project Duration

Funding granted under the program ranges from **\$5,000 to \$25,000**. Proposals that exceed the funding ceiling will not be considered for funding. Applicants are required to provide the nearest estimate costs if exact costs are not available.

All funded projects must be complemented within **12months**.

## 6. Program Limitations

This program **does not** fund vehicles, purchase of alcohol beverages, major construction projects, international trips and miscellaneous expenses (every item has to be listed) and representation costs (food and drinks for banquets or luncheons). Travel and transport costs should not make up the majority of the projects funding. The procurement of office furniture or supplies is not a priority of this program.

## 7. Reporting & Measurable Results

Each project selected for funding will be required to submit quarterly financial reports and semi-annual and annual financial and narrative reports as per guidelines provided. The project **should** be able to estimate, describe and measure

how it contributes to HIV/AIDS prevention and reduction in Mozambique.

## 8. Contribution

Cost sharing and organizations and/or community contributions are **not** mandatory, however, they are encouraged, and proposals that include cost-sharing will be favored in the review process. The greater the contribution from the organization and involvement of the local community, the more likely the project will be successful.

Applicants are encouraged to make significant voluntary contributions, such as money, labor or other services to their projects.

## 9. Submission and Deadline

The closing date for receipt of proposal is announced in the solicitation advertisement each year. Applicants are given at least **two months** from the date of the notice of funding opportunity to submit their proposals. Proposals received after the due date will **not** be considered for funding. **Through the months of August and September**, project proposals that best meet the selection criteria will be selected for funding. Preliminary review may include a site visit to assess the capabilities of the applicant.

## 10. Contact

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